



Organization for Security and Co-operation in Europe

Vacancy Notice Number: VNODIP00045
Vacancy Type: International Contracted
Field of Expertise: HUMAN RIGHTS
Post Title: HEAD, HUMAN RIGHTS DEPARTMENT
Grade: P5
OSCE Mission/Institution: Office for Democratic Institutions and Human Rights
Duty Station: Warsaw, Poland
No. of Positions: 1
Date of Entry on Duty:
Vacancy Notice Issue Date: 10-Nov-2005
Deadline for Application: 04-Dec-2005

Background:

The Office for Democratic Institutions and Human Rights (ODIHR) is the principal institution of the OSCE responsible for the human dimension. ODIHR's activities are implemented in 55 participating States in accordance with ODIHR's political mandate. ODIHR has a large number of assistance projects in the areas of democratic institution building, the rule of law and human rights, as well as election observation.

The incumbent will contribute to overall ODIHR strategy and programme activities by identifying and providing solutions to human rights problems, by identifying possibilities for technical assistance and various policy options. The incumbent shall ensure that the ODIHR Director is fully informed on human rights matters on a timely basis and provided with sound options for action.

Tasks and Responsibilities:

Under the general supervision of the First Deputy Director, the incumbent will be responsible for:

- Formulating ODIHR's human rights strategy; developing a vision or direction for the work of the Human Rights Department and creating conditions for implementing that vision or direction;
- Formulating the programme of work, budget and work plan of the Department and participating in the overall formulation and approval of the programme of work of the ODIHR;
- Advising ODIHR's Director and First Deputy Director and other Departments on human rights matters;
- Developing and maintaining relations with the OSCE Secretariat, other Institutions and Field operations, international organisations, academic institutions, experts and NGO's on human rights co-ordination issues and human rights policy matters;
- Developing and maintaining relations with government officials and advising them on human rights issues and policies;
- Managing, co-ordinating, organising and supervising the staff of the Human Rights Department.

Necessary Qualifications:

- Advanced degree in human rights, political science or law;
- Ten to twelve years of progressively responsible experience in human rights or related fields, preferably in an international environment;
- Management experience;
- Specialization in Eastern Europe, South Eastern Europe or Central Asia/Caucasus will be an asset;
- Field experience and work in international organisations is desirable;
- Excellent command of English, Russian is desirable, knowledge of other OSCE languages will be an asset.

Remuneration Package:

Monthly remuneration, subject to social security deductions, is approximately EUR 6,700 (single rate) and approximately EUR 7,212 (dependency rate). Social security will include participation in the Vanbreda International medical insurance scheme and OSCE Provident Fund. Other allowances and benefits are similar to those offered under the United Nations Common System.

If you wish to apply for this position, please use OSCE's online application link found under <http://www.osce.org/employment/13108.html>.

Please note that vacancies in the OSCE are open for competition only amongst nationals of participating States. The OSCE, as an equal opportunity organization, encourages female candidates to apply. The OSCE is committed to the principle of staff rotation, therefore the maximum period of service in this post is 5 years.